

CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

“Honoring California’s Veterans”

AUTOMOTIVE EQUIPMENT OPERATOR I

Permanent Intermittent

\$3051-3338.00 Monthly

Final Filing: Until filled

SUBJECT TO HIRING FREEZE APROVAL

Who Should Apply:

Current State employees in this classification or those who are eligible on a certification list; transfers or reinstatement may apply for this vacancy.

NOTE: APPOINTMENT IS SUBJECT TO SROA/SURPLUS PROVISIONS. PLEASE ATTACH YOUR SROA/SURPLUS LETTER TO YOUR APPLICATION AND INDICATE THAT YOU ARE ON SROA STATUS/SURPLUS STATUS IN THE “APPLYING FOR” SECTION OF THE STD 678 EXAMINATION/EMPLOYMENT APPLICATION. APPLICATIONS WHICH INDICATE SROA/SURPLUS STATUS WILL BE GIVEN FIRST PRIORITY.

THE SALARY LISTED FOR THIS CLASSIFICATION WILL BE ADJUSTED ACCORDINGLY TO COMPLY WITH THE PROVISIONS OF THE FURLOUGH PROGRAM.

If you are not a current State employee or otherwise eligible, you may qualify for a civil service examination based on the minimum qualifications for the classification. To view a current listing of examinations being offered by the California Department of Veterans Affairs, please visit our website at www.cdva.ca.gov, or to view examinations offered by all State departments, please visit the State Personnel Board’s website at www.spb.ca.gov.

HONORABLY DISCHARGED VETERANS WHO FALL UNDER EITHER CATEGORY AND MEET THE REQUIREMENTS RATED ON THE JOB AND/OR EXAMINATION ANNOUNCEMENT ARE ENCOURAGED TO APPLY.

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CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

Automotive Equipment Operator I
Permanent Intermittent
\$3051- 3338.00 Monthly

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Duties and

Responsibilities:

The Automotive Equipment Operator I OPERATES PASSENGER VEHICLE, including one with a wheelchair lift to transport residents and/or staff to medical appointments activities, and other official State business. Maintains travel and time logs as required; services vehicles in accordance with motor pool standard operating procedures, including keeping the vehicles clean and fueled; performs minor adjustments and repairs as needed. Loads, unloads and delivers a variety of items to include, but not limited to; furniture, freight, and other materials and goods; performs messenger service and performs other related work as may be assigned.

Desirable

Qualifications:

- Skill in operating, servicing, and making minor adjustments and repairs on various kinds of automotive equipment, including passenger vehicles and trucks.
- Must be able to work an irregular workweek and flexible schedule.
- Ability to work independently.

Required

Qualifications:

A CALIFORNIA CLASS B LICENSE IS REQUIRED
MUST POSSESS PASSENGER ENDORSEMENT (15 OR MORE
PASSENGERS)

How To Apply:

Visit the State Personnel Board (SPB) website at: www.spb.ca.gov, to download the application. Submit your completed State Application (Std. 678), and resume to: **Department of Veterans Affairs, Human Resources Division, 100 E. Veterans Parkway, Barstow, CA 92311, Attn: S. Goddard.** All State applications must be postmarked no later than the final filing date.

Note: In Line #12 on the State application, you must clearly indicate the basis of your eligibility, i.e., list, transfer, SROA, Surplus, Re-employment or Reinstatement, "Training and Development Assignment." Failure to do so could result in being rejected from the interview process. In addition, you must reference positions 574-243-6393-910.

Questions:

If you have any questions or request information concerning this posting, or need assistance in the application process, please contact **S. Goddard, Human Resources Office, at (760) 252-6256.**

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. PER MILITARY AND VETERANS CODE, SECTION 80, WHENEVER POSSIBLE, PREFERENCE SHALL BE GIVEN TO VETERANS FOR EMPLOYMENT IN THE DEPARTMENT OF VETERANS AFFAIRS. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. APPLICATIONS WILL BE SUBJECT TO SCREENING AND ONLY THE MOST QUALIFIED WILL BE INTERVIEWED. SUCCESSFUL COMPLETION OF A PRE-EMPLOYMENT PHYSICAL SCREENING (INCLUDING DRUG TESTING FOR CERTAIN CIVIL SERVICE CLASSIFICATIONS) WILL BE REQUIRED.

RELEASED: 8.04.10